

2010/SOM1/SCSC/033

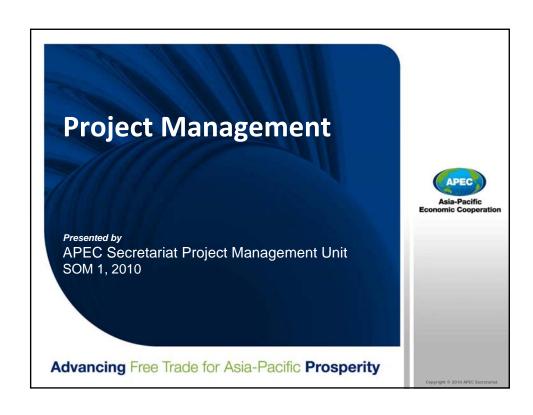
Agenda Item: 3

### **Project Management**

Purpose: Information Submitted by: APEC Secretariat



First Sub-Committee on Standards and Conformance Meeting Hiroshima, Japan 6-7 March 2010



### **Approval Session 1, 2010**



### 45 proposals received for S1

7 4 4 4 4 4			
Fund	No. of projects	Funds req. (USD)	Funds ava. (USD)
ОА	7	718, 173	589, 463
TILF	18	1, 412, 246	1, 057, 485
ASF (G)	16	1, 593, 441	674, 989
ASF (AI)	1	66, 760	703, 975
ASF (HS)	3	387, 798	367, 436

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#### **APEC Project Quality Criteria**



- Relevance
- Effectiveness
- Efficiency
- Impact
- Sustainability

Projects must meet a satisfactory standard in each criterion to be recommended for funding

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### **Drafting a proposal**



Some key things to remember while drafting:

- Be realistic about what you can achieve
- Be specific about who will benefit and how stakeholders will be involved
- Show that you've done your homework
- Be accurate in developing your budget
- Remember the audience: not all proposal readers will be an expert

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#### **Project Reform**



BMC is working through a series of reforms to improve project effectiveness and efficiency:

- Multi-year projects
- Use of Concept Notes to select projects
- Changes in fund disbursement procedures
- Revised forms and guidance through a new edition of the Guidebook on APEC Projects
   Implementation of reforms is ongoing.

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# Session 2 Trial: De-link priority from quality



- BMC 1 agreed to trial a new approach to proposal selection for Session 2
  - Procedures agreed by BMC 2, April 2010
- Objective: de-link priority & quality so projects are selected on the basis of importance, not how well they are designed
  - Members assess priority
  - Secretariat helps proponents develop proposals to reach quality standard

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# Session 2 Trial: What does it mean for you?



Hopefully: less wasted effort and a faster decision

Prioritisation Stage (all proposals)

- Submit a Concept Note instead of full proposal
- Concept Note prioritised by your fora & Committee using agreed Funding Criteria
- Highest priority Concept Notes that fit within the funding gap to develop full proposal

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## Session 2 Trial: What does it mean for you?



Quality Stage (selected proposals only)

- Secretariat can help to develop full proposal
- Fora undertakes QAF & endorses full proposal
- When satisfactory quality is reached, the Secretariat recommends to BMC the project commences
- Proponents have until the next funding round to reach satisfactory quality

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### Where can I get more help?



#### Further assistance on projects can be found:

 Through the APEC Secretariat: your Program Director or the PMU

http://www.apec.org/apec/about apec/apec secretariat/sec contacts1.html

• In the Guidebook on APEC Projects

http://www.apec.org/apec/about apec/policies and procedures.html

On the AIMP Project Database site:

http://member.aimp.apec.org/pdb\_sites/default.aspx

Through your BMC delegate

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